



EMPLOYEE BULLETIN

EB No. 871

14 July 1981

AGENCY RECRUITMENT EFFORTS

1. The Agency's recruitment effort is conducted by a nationwide system of recruiters who exploit all potential sources of applicants within assigned geographic areas of responsibility. The activities of these recruiters are often supplemented by those of other Agency employees who offer their expertise to assist in recruiting efforts. The Office of Personnel is particularly interested at this time in identifying Agency employees who would be available to visit the colleges and universities from which they graduated in order to brief groups of students on career opportunities within the Agency.

2. Budgetary restraints preclude the Office of Personnel from bearing the travel costs for those who wish to participate in this effort; therefore, such costs will have to be borne either by the individual employee or by his or her office. However, travel time in connection with recruitment efforts will be considered official travel, not chargeable to annual leave.

3. Agency employees interested in participating in this effort should complete the form provided below and submit to Chief, Recruitment Division, Office of Personnel, 806 Ames Building. Please note that employees under cover will not be able to participate.

DISTRIBUTION: ALL EMPLOYEES

I am available to visit my alma mater to speak on career opportunities within the Agency.

Name _____
(Please type or print)

College or University _____
Major Field of Study _____
Year Graduated _____
Extension, Room Number, and Building _____

Employee Signature

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